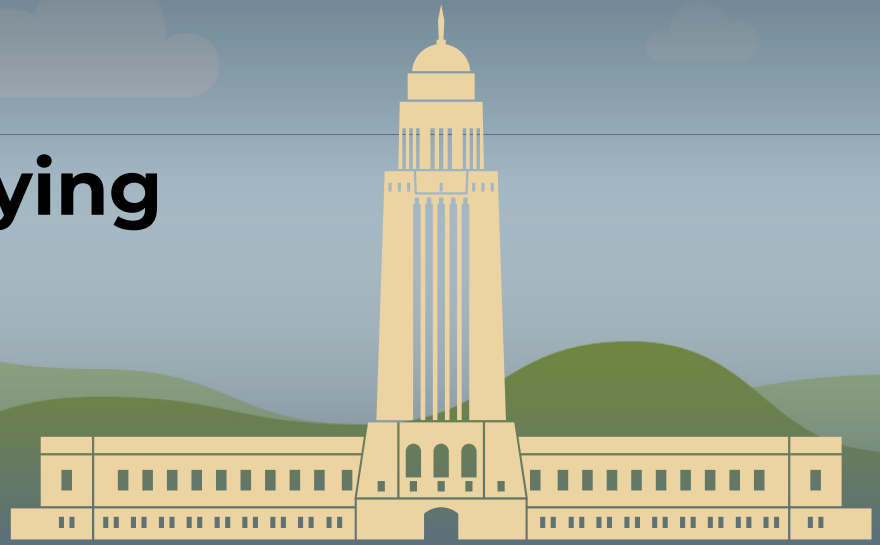


Tips for Testifying



Preparing Your Testimony



1. Write an Introduction

- **Greet the Committee:** Don't view the committee as adversaries. They are typically friendly and respectful.
- **Spell your full name:** The court will always ask this (i.e. J-O-H-N D-O-E)
- **Establish relevance:** Briefly explain how you or the community you represent is directly impacted by this bill
- **State key points:** Stating the key points of your testimony upfront will make the entire thing easier to follow



2. Write a Body

- **Tell your story/perspective:** Be concise and stay on topic, avoiding unnecessary explanations and tangents
- **Use concrete examples:** Highlight the impact of the bill on real world scenarios
- **Have a clear structure:** i.e. chronological, cause and effect, problem-solution, etc



3. Write a Conclusion

- **Recap key points:** Reinforce the central message of why you're speaking
- **Call to Action:** Encourage the committee members to take specific action (supporting the legislation, amending it, or further investigating the issue)
- **Thank the committee:** Show appreciation for the opportunity to testify and the attention you were given



4. Practice Makes Perfect

- **Time yourself:** Aim for a 3-5 minute speech.
- **Seek a listener:** If possible, practice with a friend or family member.
- **Practice numerous times:** The more you practice means the more comfortable and confident you'll feel in front of the committee members.

An Easy Way to Keep an Eye on Your Bills

The **BillTracker System** automatically notifies you by email if there are any status changes with any bill in your eBill Book

1. Go to nebraska.gov/billtracker

2. Click "Login" under the "eBill Book" banner

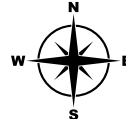
3. Sign in or click "New User" to create an account

4. Type the bill number you're interested in tracking, then click "Add Bill"



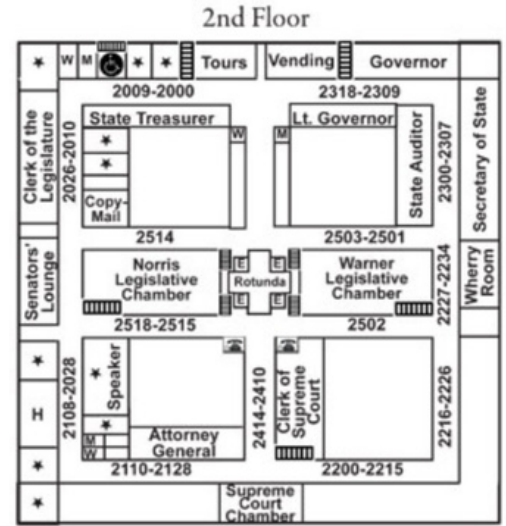


The folks at the info desk can help with location questions, too!



- E - Elevator
- ♿ - Accessible Elevator
- ♻️ - Accessible Entrance
- H - Hearing Rooms
- ☎️ - Public Telephone
- * - Senator's Office
- 🚪 - Stairs
- M - Men's Restroom
- W - Women's Restroom

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Testifying at the Legislature

1. Times

↑ [NebraskaLegislature.gov/Calendar](https://www.nebraskalegislature.gov/Calendar)

- **Date of committee review:** The legislature's website will post notice of hearings at least 7 days before hearings occur
- **Average hearing times:** 1:30 PM ~ 4:00 PM (testifier's don't usually need to stay past their testimony)
- **Attire:** Make a good impression by dressing professionally or business casual
- **What to bring:** Bring your personal ID and 15 copies of your testimony

2. Locations

- **Capitol:** 1445 K St, Lincoln, NE 68508
- **Parking:** Free one and two-hour parking may be found on the streets surrounding the Capitol. Longer term parking may be found in the residential areas south of the Capitol.
- **Entrance to capitol:** Any of the open doors!
- **Hearing room:** In the legislature's calendar and after clicking on the hearing date, the room number is next to "Location"

3. How Hearings Work

Reading of Bill → Proponents of Bill → Opponents of Bill → Neutral-Standing Testifiers of Bill

- **Order of testifiers:** Testifiers in each category will take turns walking up to the mic. & There's no formal method of name's being called. Be ready to go/wait your turn accordingly

4. Inside the Hearing Room

- **Testifier's information form:** FILL THIS OUT. Located at the entrance, this green sheet gives the committee info about the testifiers
- **Where to testify:** At the testifiers table, in front of the committee members
- **Giving your testimony:** During and After
 - During → The light system is in every hearing room: Green, Yellow, Red.
 - Green = Plenty Of Time
 - Yellow = 1 Minute Left
 - Red = Wrap It Up
 - After → Committee members may ask questions. Answer them if you're comfortable doing so.

